



BIOLOGY (BIOL) 2114L: Anatomy and Physiology II Lab
ON CAMPUS (CA) COURSE SYLLABUS
Course with 60% Face to Face & 40% Online
Fall Semester 2023: Thursday

COURSE INFORMATION

Credit Hours/Minutes: 1/2250

Class Location: Vidalia Campus/Health Sciences Annex (HSA) Building C: Room 903

Class Meets: Thursday 2:00pm-3:30pm, **this is a course taught on campus (CA),_with 60% Face-to-Face (FTF) in class & 40% Online (OL).**

Course Reference Number (CRN): 20146

Preferred Method of Contact: Email [Sherry Sturgis \(ssturgis@southeasterntech.edu\)](mailto:ssurgis@southeasterntech.edu)

INSTRUCTOR CONTACT INFORMATION

Instructor Name: Sherry C. Sturgis Beasley

Email Address: ssurgis@southeasterntech.edu

Bio: I received my B.S. and M.S. in Biology from Georgia Southern University, with an emphasis in Ecology. I am an Ecologist, Conservationist, and Environmental/Nature Educator. I have taught many courses in Science, especially Biology in the field of higher education. I love all aspects of Biology, especially Anatomy & Physiology, Microbiology, and especially Forensic Science

Office Location: Vidalia Campus/Health Sciences Annex (HSA) – Building C: Room 901

Office Hours: M-W 8:30am-11:30am & TH 8:00am-9:00am

Office Phone: (912) 538-3188

Cell: (912)-531-4543, Please text me first, and do not use this number unless you really need to reach me. I do not mind you contacting me by cell phone, just don't abuse the privilege.

Fax Number: NA

Tutoring Hours: By appointment only, I will be glad to set up a tutoring session during my office hours.

This course requires students to complete a portion of the required contact hours by attending classes on campus while completing the remaining portion online as shown on the lesson plan. The course is taught in an on campus (CA) format. On campus (CA) classes require students to complete 60% face to face in class and 40% online of the required contact hours traditionally by attending classes on campus while completing the remaining portion online at the student's convenience with respect to the instructor's requirements.

SOUTHEASTERN TECHNICAL COLLEGE'S (STC) CATALOG AND STUDENT HANDBOOK

Students are responsible for all policies and procedures and all other information included in Southeastern Technical College's [Catalog and Student Handbook](http://www.southeasterntech.edu/student-affairs/catalog-handbook.php) (<http://www.southeasterntech.edu/student-affairs/catalog-handbook.php>).

REQUIRED TEXT

1. **Principles of Anatomy and Physiology**, Tortora/Grabowski, 16th Edition, John Wiley and Sons, Incorporated.
2. Southeastern Technical College 2114 Lab Manual, Ajohda, 1st edition

REQUIRED SUPPLIES AND SOFTWARE

3 hole binder, clear front report cover (make sure it is sturdy and can hold 100 pages or more), colored pencils, ink pens, highlighter, and any other supplies deemed necessary by instructor.

Ink pens, highlighters, and any other supplies deemed necessary by the instructor.

Note: Although students can use their smart phones and tablets to access their online course(s), exams, discussions, assignments, and other graded activities should be performed on a personal computer. Neither Blackboard nor Georgia Virtual Technical Connection (GVTC) provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to take an online course.

Students should not share login credentials with others and should change passwords periodically to maintain security.

COURSE DESCRIPTION

Selected laboratory exercises paralleling the topics in BIOL 2114. The laboratory exercises for this course include the endocrine system, cardiovascular system, blood and lymphatic system, immune system, respiratory system, digestive system, urinary system, and reproductive system.

MAJOR COURSE COMPETENCIES

1. Laboratory Safety
2. The Endocrine System
3. The Cardiovascular System
4. The Blood and Lymphatic System
5. The Immune System
6. The Respiratory System
7. The Digestive System
8. The Urinary System
9. The Reproductive System

PREREQUISITE(S)

BIOL 2113: Anatomy and Physiology

BIOL 2113L: Anatomy and Physiology Lab I

Co-requisites: Required

BIOL 2114 - Anatomy and Physiology

COURSE OUTLINE

THE ENDOCRINE SYSTEM

LABORATORY SAFETY

1. Discuss and apply laboratory exercises encompassing the appropriate practice of laboratory precautions and laboratory safety

THE ENDOCRINE SYSTEM

1. Perform and apply laboratory exercises encompassing the endocrine system

THE CARDIOVASCULAR SYSTEM

1. Perform and apply laboratory exercises encompassing the cardiovascular system

THE BLOOD AND LYMPHATIC SYSTEMS

1. Perform and apply laboratory exercises encompassing blood and lymphatic systems

THE IMMUNE SYSTEM:

1. Perform and apply laboratory exercises encompassing the immune system

THE RESPIRATORY SYSTEM:

1. Perform and apply laboratory exercises encompassing the respiratory system

THE DIGESTIVE SYSTEM:

1. Perform and apply laboratory exercises encompassing the digestive system

THE URINARY SYSTEM:

1. Perform and apply laboratory exercises encompassing urinary system

THE REPRODUCTIVE SYSTEM:

1. Perform and apply laboratory exercises encompassing reproductive system

GENERAL EDUCATION CORE COMPETENCIES

STC has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS

In order to be successful in this class, students should study a minimum of 2 hours per credit hour each week (minimum of 8 hours). Before arriving for class, students should read and study the lectures, complete the learning objectives and lab workbook, read the assigned chapters taking special note of bold-faced vocabulary terms and any study questions within the chapter. All assignments and pre-lab work must be completed before the regularly scheduled class meeting on Thursdays. Failure to comply with these suggestions will make it impossible to understand and follow the lecture & lab material and will result in a student being unsuccessful in this course. Please pay attention to the instructor and follow the syllabus guidelines.

Students are responsible for the policies and procedures in the STC Catalog and Handbook. Additionally, during exams, students are to place all notebooks, bags, and other belongings on the floor or on the counters located in the back and sides of the classroom. Also, during examinations students are to be seated with one empty chair between each student. No talking is permitted once the exams are handed out. Students are not allowed to leave the room during an exam (with their cell phone). Students need to go to the bathroom prior to the exam. The instructor will make an exception for emergencies. **Students found with their cellphone or any other personal communication device (including smart watches) will be considered cheating and given a zero for the exam. This includes taking out a phone or similar device after the student has completed the exam but while others in the classroom are still testing.**

Students are expected to exhibit professional behavior at all times. Each student is to show respect and concern for fellow students and for the instructor. Insubordination will not be tolerated, and disciplinary measures will be enacted.

As students taking this course are striving to become healthcare professionals, they will be expected to follow certain healthcare program rules. This includes but is not limited to: proper dress (when in lab setting or other activities in class), no perfumes or strong fragrances, cleanliness (hands, clothes, hair), and effective communication skills.

Per STC policy no cell phones are allowed in hallways or in classrooms. If your phone must be with you it must be turned off and in a bag. In cases of emergency when a student needs his or her phone, he or she is expected to 1) notify the instructor before class begins and 2) leave the phone on silent (NO VIBRATE) while they are in the class (this excludes examination guidelines for phones). No personal calls are to be taken during class, regardless of the situation. This should be handled before or after class.

No eating or drinking is permitted in the lab or lecture classroom. Water is allowed if it is in a spill-proof container and must be kept under the desk or on the sides of the classroom.

ATTENDANCE GUIDELINES

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of "F" (Failing 0-59) and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an "F" in a course.

STUDENTS WITH DISABILITIES

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact the appropriate campus coordinator to request services.

Swainsboro Campus: [Daphne Scott \(dscott@southeasterntech.edu\)](mailto:dscott@southeasterntech.edu), 478-289-2274, Building 1, Room 1210
Vidalia Campus: [Helen Thomas, \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 165

SPECIFIC ABSENCES

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY

Southeastern Technical College does not discriminate based on pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please make arrangements with the appropriate campus coordinator.

Swainsboro Campus: [Daphne Scott \(dscott@southeasterntech.edu\)](mailto:dscott@southeasterntech.edu) 478-289-2274, Building 1, Room 1210

Vidalia Campus: [Helen Thomas, \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 165

It is strongly encouraged that requests for consideration be made **PRIOR** to delivery and early enough in the pregnancy to ensure that all the required documentation is secured before absence occurs. Requests made after delivery **MAY NOT** be accommodated. The coordinator will contact your instructor to discuss accommodation when all required documentation has been received. The instructor will then discuss a plan with you to make up missed assignments.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% point of the term in which student is enrolled (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of “W” (Withdrawn) is assigned for the course(s) when the student completes the withdrawal form.

Students who are dropped from courses due to attendance after drop/add until the 65% point of the semester will receive a “W” for the course.

Important – Student-initiated withdrawals are not allowed after the 65% point. Only instructors can drop students after the 65% point for violating the attendance procedure of the course. Students who are dropped from courses due to attendance after the 65% point will receive either a “WP” (Withdrawn Passing) or “WF” (Withdrawn Failing) for the semester.

Informing your instructor that you will not return to his/her course, does not satisfy the approved withdrawal procedure outlined above.

There is no refund for partial reduction of hours. Withdrawals may affect students’ eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. A grade of “W” will count in attempted hour calculations for the purpose of Financial Aid.

FINAL ELIGIBILITY AND FINAL EXAMINATION

A comprehensive final examination will be given at the end of the semester. All students in the course will complete the Final Exam on the specified date and time as stipulated in the lesson plan outline. There will be **no make-up exam** for the final examination. To determine if you are eligible to take the finals, a student must maintain a **Lecture and Lab Test average of seventy percent (70%) or above prior to the date of the scheduled final exam**. Grades of 69.9% will not be rounded up. If the student has below a 70% average, the student will be given a letter grade based on Tests average. Blackboard assignments, Learning Objectives, Discussion Boards, etc. are **not** included in the Test average, **only test grades**.

MAKEUP GUIDELINES (TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC.)

Students will be allowed to make-up one examination (one lecture and one lab), **EXCLUDING** the final examination, due to an extenuating circumstance. This should be discussed with the instructor. Please submit an official copy of medical, court documentation/jury duty, or any other formal written documents supporting the reason for missing a test. **Any other test missed will result in an automatic grade of zero.** **Note:** If student notifies the instructor regarding inability to complete assignments because of technical problems **after due date**, the student will **NOT** be allowed to make-up the assignments. All make-up exams will be conducted face to face (FTF) on the scheduled date. Students have one week to make up a missed exam, if a student does not meet this period, the make-up exam will be given at the end of the semester. Make-up exams given at the end of the semester will consist of questions in short answer & essay format.

ASSIGNMENTS

Students will be given lab related work. Pre-Lab key terms and other work in your lab notebook or any given to you must be complete for the lab each week. No lab time should ever be spent working on key terms.

Lab Assignments/Notebook

The lab workbook will contain all pre-lab key terms, labeling, essay-type, short-answer, and critical-thinking type assignments associated with each chapter covered in the course. Students are to complete the assigned chapters worth of work each day and submit to the instructor in their lab notebook. The lab work should be turned in by the due date for review or check-off. The lab notebook (clear front/pronged or three-ring) will never leave the lab and must have new material submitted each week. Students are permitted to work ahead on assignments they feel they can complete without assistance. However, just because a student has worked ahead does not mean he/she can leave lab early. There are other procedures and experiments completed in class and these assignments will only be given on that day. You will also be required to complete lab activities and microscopic observations. These observations must be put in the drop box in Blackboard when completed.

RESEARCH ARTICLE REVIEW

Students will be given a research article for review. Research articles will be related to our studies. Students will be expected to read the article and write a summary about their research article. This may be conducted individually or as a group. Students will be required to briefly discuss their article with the class. A hard copy of your summary must be attached to your article and turned in when your article review is discussed in class. These will be reviewed and discussed more the last 4 weeks of class.

ACADEMIC DISHONESTY POLICY

The STC Academic Dishonesty Policy states All forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the STC Catalog and Student Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

The procedure for dealing with academic misconduct and dishonesty is as follows:

1. First Offense

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

2. Second Offense

Student is given a grade of "WF" (Withdrawn failing) for the course in which offense occurs. The

instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

3. Third Offense

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION

As set forth in the student catalog, Southeastern Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law). The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

<p>American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer</p>	<p>Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer</p>
<p>Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1st Street, Vidalia Office 165 Phone: 912-538-3126 Email: Helen Thomas hthomas@southeasterntech.edu</p>	<p>Until HR position is filled, contact Denise Powell, VP of Administrative Services Vidalia Campus 3001 East 1st Street, Vidalia Office 138C Phone:912-538-3162 Email: Denise Powell dpowell@southeasterntech.edu</p>

ACCESSIBILITY STATEMENT

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on Southeastern Technical College’s website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the [Southeastern Technical College \(STC\) Website \(www.southeasterntech.edu\)](http://www.southeasterntech.edu).

TECHNICAL COLLEGE SYSTEM OF GEORGIA (TCSG) GUARANTEE/WARRANTY STATEMENT

The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

GRADING POLICY

Assessment/Assignment	Percentage
Lab Exams	40%
Labs, Lab Book, Lab Assignments, & Microscopic Observations	30%
Research Article Review Project	10%
Comprehensive Final	20%
Total	100%

GRADING SCALE

Letter Grade	Range
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

DISCLAIMER STATEMENT

Instructor reserves the right to change the syllabus and/or lesson plan as necessary. The official copy of the syllabus is located on the STC M-Drive and will be discussed on the first day of class. The syllabus displayed in advance of the semester in any location is for planning purposes only.

BIOL 2114L: Anatomy and Physiology II

Fall Semester 2023 Lesson Plan

Lab Thursday

Subject to change at instructor's discretion

Date	Chapter/Lesson	Content	Tests, Assignments, & Due Dates	Competency Area
<p>Week of 08/24 (Thursday)</p>	<p>Introduction to the Course Chapter 18</p>	<p>Introductions, Syllabus Review, Group Project Group Assignments, File creations, Pre-key terms, Lab Workbook</p> <p>The Endocrine System Review, discussion, and in-class assignments</p> <p>Lab Safety</p> <p>Endocrine lab-Robert Wadlow assignment</p>	<p>In seat:</p> <ul style="list-style-type: none"> • Lecture Chapter 18 • Syllabus Quiz • File creation and group member information sheet <p>Online Activities consist of: There are some microscopic observation slides in some labs, these must be completed and uploaded in Blackboard (place in the appropriate drop box.) These are due the week after we complete the lab</p> <p>NOTE: Any in class lab assignments and the lab book are due the following week</p> <p>Lab Assignment Chapter 18 & Lab Work due 09/07</p>	<p>C: 1 G: a-c</p>
<p>08/31 09/04 Labor Day Holiday, no class this day</p>	<p>Chapter 18</p>	<p>The Endocrine System Complete the endocrine system lab assignment</p> <p>The Cardiovascular System: The Blood Review, discussion, and in-class assignments</p> <p>Lab-blood components</p>	<p>Lab Assignment Chapter 18 & Lab Work due 09/07</p> <p>Online Activities: Any microscopic observations due 09/07</p>	<p>C: 1 G: a-c</p>

Date	Chapter/Lesson	Content	Tests, Assignments, & Due Dates	Competency Area
09/07	Chapter 19	<p>The Cardiovascular System: The Blood Continues... Review, discussion, and in-class assignments</p> <p>Lab-blood components</p>	<p>In seat:</p> <ul style="list-style-type: none"> • Lecture Chapter 19 <p>Lab Work Chapter 19 due 09/14</p> <p>Online Activities: Any microscopic observations due 09/14</p>	C: 2 G: a-c
09/14	Chapter 20	<p>The Cardiovascular System: The Heart Review, discussion, and in-class assignments</p> <p>Lab-blood, heart heart dissection</p>	<p>In seat:</p> <ul style="list-style-type: none"> • Lecture Chapter 20 <p>Lab Work Chapter 20 due 09/21</p> <p>Online Activities: Any microscopic observations due 09/21</p>	C: 2 G: a-c
09/21	Chapter 21	<p>The Cardiovascular System: Blood Vessels and Hemodynamics Review, discussion, and in-class assignments</p> <p>Lab-heart continues, blood vessels</p>	<p>In seat:</p> <ul style="list-style-type: none"> • Lecture Chapter 21 • Review for Lab Exam 1 (Chapters 18-21) <p>Lab Work Chapter 21 due 09/28</p> <p>Review for Lab Exam 1</p> <p>Online Activities: Any microscopic observations due 09/28</p>	C: 3-4 G: a-c

Date	Chapter/Lesson	Content	Tests, Assignments, & Due Dates	Competency Area
09/28	Chapter 22	<p>The Lymphatic System and Immunity Review, discussion, and in-class assignments</p> <p>Lab-Lymphatic</p>	<p>In seat:</p> <ul style="list-style-type: none"> • Lab Exam 1 (Chapters 18-21) on 09/28 • Lecture Chapter 22 <p>Lab Work Chapter 22 due 10/05</p> <p>Online Activities: Any microscopic observations due 10/05</p>	C: 3-4 G: a-c
10/05	Chapter 23	<p>The Respiratory System Review, discussion, and in-class assignments</p> <p>Lab-Respiratory</p>	<p>In seat:</p> <ul style="list-style-type: none"> • Lecture Chapter 23 <p>Lab Work Chapter 23 due 10/12</p> <p>Online Activities: Any microscopic observations due 10/12</p>	C: 5 G: a-c
10/12	Chapter 24	<p>The Digestive System Review, discussion, and in-class assignments</p> <p>Lab-Digestive</p>	<p>In seat:</p> <ul style="list-style-type: none"> • Lecture Chapter 24 <p>Lab Work Chapter 24 due 10/19</p> <p>Online Activities: Any microscopic observations due 10/19</p>	C: 6 G: a-c

Date	Chapter/Lesson	Content	Tests, Assignments, & Due Dates	Competency Area
10/19	Chapter 25	<p>Metabolism and Nutrition Review, discussion, and in-class assignments</p> <p>Lab-Digestive & Cellular Respiration</p>	<p>In seat:</p> <ul style="list-style-type: none"> Lecture Chapter 25 Review for Lab Exam 2 (Chapters 24-25) <p>Lab Work Chapter 25 due 10/26</p> <p>Online Activities: Any microscopic observations due 10/26</p>	C: 6 G: a-c
10/26	Chapter 26	<p>The Urinary System Review, discussion, and in-class assignments</p> <p>Lab-Urinary (kidney dissection)</p>	<p>In seat:</p> <ul style="list-style-type: none"> Lab Exam 2 (Chapters 22- 25) on 10/26 Lecture Chapter 26 <p>Lab Work Chapter 26 due 11/02</p> <p>Online Activities: Any microscopic observations due 11/02</p>	C: 7 G: a-c
<p>11/02</p> <p>11/02 65% Point, Last day for students to withdraw without academic penalty</p>	Chapter 27	<p>Fluid, Electrolyte, and Acid-Base Homeostasis Review, discussion, and in-class assignments</p> <p>Lab-Urinary (kidney dissection continues) & Reproductive</p> <p>Research Article Assignments</p>	<p>In seat:</p> <ul style="list-style-type: none"> Lecture Chapter 27 <p>Lab Work chapter 27 due 11/09</p> <p>Research Article Assignment Preparation</p> <p>Online Activities: Any microscopic observations due 11/09</p>	C: 1,3,7 G: a-c

Date	Chapter/Lesson	Content	Tests, Assignments, & Due Dates	Competency Area
11/09	Chapter 28 Research Article Assignments	The Reproductive Systems Review, discussion, and in-class assignments Lab-Reproductive & Research Article Assignment time	In seat: <ul style="list-style-type: none"> • Lecture Chapter 28 Lab Work Chapter 28 due 11/16 Research Article Assignment Preparation Online Activities: Any microscopic observations due 11/16	C: 8 G: a-c
11/16	Research Article Assignments	Study for Lab Exam 4 & work on the research article assignments	Study for Lab Exam 4 & work on the research article assignments <ul style="list-style-type: none"> • Review for Lab Exam 3 (Chapters 26-28) • Research Article Assignment Preparation Online Activities: Any microscopic observations due 11/30	C:1-8 G:a-c
11/23 Week of 11/20-11/24 Thanksgiving Holiday, no class this week	n/a	n/a	n/a	n/a

Date	Chapter/Lesson	Content	Tests, Assignments, & Due Dates	Competency Area
11/30	Research Article Assignment	Research Article Assignment Reviews Lab time for review	In seat: <ul style="list-style-type: none"> • Lab Exam 3 (Chapters 26-28) on 11/30 • Research Article Assignment Review Day 1 Online Activities: Any microscopic observations due 11/30 All lab work (of any kind) should be completed by 11/30, no credit will be given after this date	C: 1-8 G: a-c
12/07 Last day of class	Chapters 18-28	Lab time for review Final exam review Make-Up Lab Exam Day	In Seat <ul style="list-style-type: none"> • Review for Final lab Exam • Research Article Assignment Review Day 2 	C: 1-8 G: a-c
12/12 Final Exams	Chapters 18-28	Comprehensive Lab Final Exam	In seat: Final Exam	C: 1-8 G: a-c

COMPETENCY AREAS (C)

1. The Endocrine System
2. The Cardiovascular System
3. The Blood and Lymphatic System
4. The Immune System
5. The Respiratory System
6. The Digestive System
7. The Urinary System
8. The Reproductive System

GENERAL CORE EDUCATIONAL COMPETENCIES (G)

- a) The ability to utilize standard written English.
- b) The ability to solve practical mathematical problems.
- c) The ability to read, analyze, and interpret information.

GUIDELINES & RUBRIC FOR RESEARCH ARTICLE REVIEW

Guidelines:

Students will read an article presented to them by the instructor. Students must write a summary about the article and the research conducted in the study. Students must be able to (write in their own words) explain the research findings and tell what the article entailed. The summary should be at least one full page, double spaced (minimum), with the appropriate work cited (if necessary.) Students should explain the research content, the study itself (what the researchers did), the results (data) and conclusion. Students are required to discuss this research article with the class. A printed copy of the summary must be attached to the article and it must be submitted to the instructor on the day the open discussions are due. This project may be an individual or group project. The in-class discussion should not be more than 10 minutes. Students should engage the audience in the research and encourage questions and discussion. The articles will be an array of topics selected by the instructor. The topics will be related to our studies. A paper copy of the summary and the article must be given to the instructor prior to the presentations.

Research Article Assignment/Summary Evaluation

Research Article Topic:

Student:

RUBRIC

Students must adhere to rubric for full credit

Section/Points Possible	Criteria	Comments	Points Earned
Focus, understanding, and connection 35	All material clearly related to the article research topic. Strong organization and integration of material within subtopics. Strong transitions linking subtopics, and main topic. The students understood the topic and the research and relayed this in the text.		
Communication and delivery 25	The research was explained to the instructor & audience and details were provided. The student(s) engaged and applied critical thinking.		
Grammar and Mechanics 10	The research summary (minimum 1 page) was provided to the instructor in printed form and was free of grammatical errors, spelling and punctuation. The article was also attached to the research summary.		
APA Style and Communication 10	No errors in APA style. Scholarly style. Writing is flowing and easy to follow. See checklist below. A paper copy of the summary attached to the article was given to the instructor by the due date.		
Citation and References 20	All references and citations were correctly written and present.		

APA **MAJOR** Errors:

- APA Reference Errors (ABC order, 1:1 reference/citation)
- APA Punctuation Errors
- APA in-text citation errors (incorrect author, year, *et al.* usage)
- Title page (header, spacing, content, etc.)
- APA page numbering
- APA verb problems (verb-subject-article agreement)
- Pronoun errors (which, that, who, whom)
- Formatting errors (line, letter, word-spacing, pagination, indentations)
- Use of abbreviations or numerals to begin paragraphs
- Undefined abbreviations
- Unprofessional writing tone
- Lack of empirical evidence for points made
- Other:

APA Minor Errors:

- Wrong font, font size, font color
- Inappropriate use of secondary sources
- Excessive abbreviations
- Occasional problems with hanging indent
- Using ampersand in text
- Other: